

Planning and Zoning Commission Meeting Minutes  
December 7, 2017  
City of Melissa, TX

**WORK SESSION AGENDA**

1. Meeting was called to order at 6:00 p.m. by Michael Hudson
2. Roll call taken. Present: Michael Hudson, Stephen Ford, Danielle Dorman-Chapa, David Jones, Mark Williams, Dana Conklin
3. Discussed solar panel and solar panel permitting
4. Discussed regular agenda items
5. Motion by Danielle Dorman-Chapa second by David Jones to adjourn.

Vote: 6/0/0 \_

Meeting adjourned at 7:13 p.m.

**REGULAR AGENDA**

1. Meeting was called to order at 7:16 p.m. by Michael Hudson
2. Roll call taken. Present: Michael Hudson, Stephen Ford, Danielle Dorman-Chapa, David Jones, Mark Williams, Dana Conklin
3. Motion by Dana Conklin second by Danielle Dorman-Chapa to approve the November 2, 2017 work session & regular meeting minutes.

Vote: 6/0/0

4. Motion by Danielle Dorman-Chapa second by David Jones to make a recommendation to City Council to approve a request for approval of the Cougar Village Addition Preliminary Plat, consisting of 20.5756 acres situated in the David E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located north of State Highway 121 on the east side of the intersection of State Highway 121 and Washington Drive.

**Applicant: Cougar Commercial, LLC**

Vote: 6/0/0

*Note: Agenda was incorrectly posted as stating “on the east side of the intersection of State Highway 121 and Liberty Drive”. Motion language above is correct as verbally stated in the meeting.*

5. Motion by Danielle Dorman-Chapa second by David Jones to make a recommendation to City Council to approve a request for approval of the Melissa Village Addition Preliminary Plat, consisting of 28.7847 acres situated in the David E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located north of State Highway 121 on the west side of the intersection of State Highway 121 and Washington Drive.

**Applicant: Melissa Village, LLC**

Vote: 6/0/0

6. Public hearing opened at 7:19 p.m. to hear concerns for or against a request for rezone – Single-Family Residential (“SF-3”) to General Commercial (“C-2”):

0.31± acres of land situated in the David E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located at the southwest corner of McKinney St and Central St, City of Melissa, Collin County, Texas.

**Applicant: Owens Ranches, Inc.**

Public hearing closed at 7:19 p.m.

7. Motion by Dana Conklin second by Stephen Ford to make a recommendation to City Council to approve a request for rezone – Single-Family Residential (“SF-3”) to General Commercial (“C-2”):

0.31± acres of land situated in the David E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located at the southwest corner of McKinney St and Central St, City of Melissa, Collin County, Texas.

**Applicant: Owens Ranches, Inc.**

Vote: 6/0/0

8. The public hearing continued at 7:20 p.m. from the regularly scheduled Planning and Zoning Commission meeting on November 2, 2017 to hear concerns for or against a request to amend the City of Melissa’s Comprehensive Zoning Ordinance, No. 92-08, 08-31; Rezoning a tract of land consisting of approximately 1.86 acres, Being Lot 71, Country Ridge, Phase II, an addition to the City of Melissa, Collin County, Texas, according to the plat recorded in Volume G, Page 243, Plat Records, Collin County, Texas and generally located at the northeast corner of the intersection of northbound US Hwy 75 and Country Ridge Road, City of Melissa, Collin County, Texas for the purpose of amending Exhibit “B” (Permitted Uses).

**Applicant: Stephan C & Donna M Kendall**

Public hearing closed at 7:21 p.m.

9. Motion by Dana Conklin second by Mark Williams to make a recommendation to City Council to approve a request to amend the City of Melissa’s Comprehensive Zoning Ordinance, No. 92-08, 08-31; Rezoning a tract of land consisting of approximately 1.86 acres, Being Lot 71, Country Ridge, Phase II, an addition to the City of Melissa, Collin County, Texas, according to the plat recorded in Volume G, Page 243, Plat Records, Collin County, Texas and generally located at the northeast corner of the intersection of northbound US Hwy 75 and Country Ridge Road, City of Melissa, Collin County, Texas for the purpose of amending Exhibit “B” (Permitted Uses).

**Applicant: Stephan C & Donna M Kendall**

Vote: 6/0/0

*Note: Before the motion was made, Dana Conklin reiterated for the record what was stated by the applicant in the work session:*

- *No change will be made to the footprint of any buildings on the property*
- *No dumpsters will be used on the property*
- *The outbuilding on the property will be used only as a laundry facility to serve the veterinary clinic*
- *Because the property is on a septic system because both structures are legally existing nonconforming structures, any additional changes to any of the structures on the property would be restricted because of substantial infrastructure upgrade requirements*

10. Motion by Danielle Dorman-Chapa second by David Jones to make a recommendation to City Council to (approve/deny) a request to amend the Final Façade Plans for Gala at Melissa and Provision at Melissa.

**Applicant: Gardner Capital**

Vote: 6/0/0\_

11. Motion by Danielle Dorman-Chapa second by David Jones to adjourn.

Vote: 6/0/0\_

Meeting adjourned at 7:23 p.m.

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Mike Hudson,  
Board Chairman

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Tyler Brewer, Staff Liaison